

**CITY COUNCIL SPECIAL MEETING  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey City Council conducted a City Council Special Meeting on Tuesday, May 7, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen  
Councilmember Randy Backous  
Councilmember Mark Kuzma  
Councilmember John LeTourneau  
Councilmember Chris Riley

Member Absent: Councilmember Jason Tossey

Also Present: City Administrator Kurtis Ulrich  
Police Chief James Way  
Police Captain Jeff Katers  
City Clerk Jo Thieling  
Development Services Manager Timothy Gladhill  
City Engineer Bruce Westby  
City Attorney William Goodrich

**1. CALL TO ORDER**

Mayor Strommen called the City Council Special Meeting to order at 5:33 p.m.

**2. CITIZEN INPUT**

None.

**3. APPROVE AGENDA**

Motion by Councilmember Backous, seconded by Councilmember Riley, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Backous, Riley, Kuzma, and LeTourneau. Voting No: None. Absent: Councilmember Tossey.

**4. COUNCIL BUSINESS**

**4.01: Consider Resolution Declaring a Vacancy in the Elected Office of Councilmember for Ward One**

City Administrator Ulrich reviewed the staff report, noting Councilmember David W. Elvig has filed a written notice of resignation from his position as Ward One Councilmember with the City Clerk. The date of the written resignation is April 23, 2013.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to Adopt Resolution #13-05-096 Declaring that a Vacancy Exists in Office of Councilmember for Ward One and directing that a Special Election be held to select a successor to fill the vacancy.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Kuzma, Backous, and Riley. Voting No: None. Absent: Councilmember Tossey.

#### **4.02: Consider Resolution Establishing Special Election Procedures for Calendar for Filling the Vacancy in the Office of Councilmember for Ward One**

City Administrator Ulrich reviewed the staff report and recommendation to adopt the draft resolution establishing a Special Election calendar and waiving the requirement for a Primary Election prior to the Special Election.

City Clerk Thieling explained the Charter requires the Council to declare, by resolution, a vacancy in the resigning Councilmember's office and schedule a special election to select a successor within 90 days of the date the Council adopts the vacancy resolution. She stated the draft resolution would establish Special Election procedures and explained that the tight timeline does not allow enough time to hold a Primary Election. City Clerk Thieling indicated State Statutes are closely followed with the election calendar that had been distributed to the Council. She stated Anoka County is planning for new election equipment and, depending on timing, it may be used during this Special Election. It was noted that two polling places will be open.

City Attorney Goodrich stated this election calendar does not compromise the two-week notice of filing or the two-week term for filing, since they were the most important considerations. He suggested that the Charter Commission be asked to extend the 90-day restriction to 120 days to assure adequate time to meet the requirements. It was noted the City's Charter does not require holding a Primary Election under these circumstances.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to Adopt Resolution #13-05-097 Establishing Special Election Procedures and Calendar and Declaring that there shall be no Primary Election preceding that Special Election, subject to minor election calendar revisions by the City's election clerk as necessary to accommodate the requirement to conduct the Special Election within 90 days of the vacancy declaration.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, LeTourneau, Backous, and Kuzma. Voting No: None. Absent: Councilmember Tossey.

#### **5. MAYOR / COUNCIL / STAFF INPUT**

City Administrator Ulrich advised that Sean Sullivan has withdrawn from accepting a position as Economic Development Manager.

Mayor Strommen asked staff to schedule a Personnel Committee meeting to address this vacancy.

**6. ADJOURNMENT**

Motion by Commissioner LeTourneau, seconded by Commissioner Kuzma, to adjourn the Special City Council Meeting.

Motion carried.

The City Council Special Meeting was adjourned at 5:42 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Jo Ann M. Thieling  
City Clerk

Drafted by Carla Wirth  
*TimeSaver Off Site Secretarial, Inc.*